



Executive Board Meeting Minutes

July 26, 2011 – 1230 hours

DPSST – Salem, OR

President Troy Buzalsky called the meeting to order at 1230 hours. A quorum was not present:

Members Present

Troy Buzalsky, President
Michael Silva, 2nd Vice President
Susie Lovisco, 3 Year Director
Mark Wilson, Immediate Past President

Members Not Present

Debbie McDermott, 1st Vice President
(excused)
Kate Stoller, Treasurer (excused)
John Rinier, 1 Year Director (excused)
Tom Bohm, 2 Year Director (excused)

Guests

Mark Wallace, State Fire Marshal
Kraig Stevenson, Senior Regional Manager,
Government Relations, ICC

Staff

Genoa Ingram
Mary Tucker

Board members agreed to continue as a subcommittee for the purpose of making recommendations to the full Board.

Additions to the Agenda

- Consulting Agreement – Defer to the August Agenda

Approval of Minutes

The Subcommittee recommended that the minutes of the May 31, 2011 meeting be approved as amended to correct “IWAI” to “IAAI” under Liaison Reports.

Financial Report

A copy of the budget overview was distributed. President Buzalsky recommended that action be deferred until Treasure Stoller can make presentation to the full Board.

Correspondence

President Buzalsky noted correspondence received from the following:

- State Fire Marshal
- NFP
- ICC

Guest Comments

Mark Wallace, Oregon State Fire Marshal, introduced himself and provided an overview of his background and commented on the opportunity to work in Oregon.

Kraig Stevenson, Senior Regional Manager, Government Relations, International Code Council reported on the availability of an ICC scholarship to attend the Annual Business Meeting on October 29 – November 6.

Mission and Vision Review

Past President Mark Wilson reviewed the revised OFMA Mission and Vision statements as follows:

“The mission of the Oregon Fire Marshals Association is to provide support and coordination for education, engineering, and enforcement related to fire prevention and safety for the State of Oregon.”

“The vision of the Oregon Fire Marshals Association is to support the fire service by providing education, forums for discussion and information, and identifying current fire and life safety issues, as well as, assisting in targeted campaigns in order to make our State safe.”

Review of 2011 – 2012 Goals and Objectives President Buzalsky distributed the revised Goals and Objectives identified during the Strategic Planning Retreat. There were no changes.

Old Business

Roundtable Director Silver reported that the Education Committee was soliciting ideas and recommendations for classes. The plan is to continue the two-day format. Suggestions included the following:

- Generic code classes with ICC instructor(s). Kraig Stevenson indicated that he was available on the 19th;
- Carbon monoxide (include with smoke alarms);
- Colleen’s class on smoke alarms and carbon monoxide (1 hour);
- Fire Resistant Construction;
- Presentation by SimplexGrinnell;
- Residential Fire Sprinklers (Crosby Grindle: How to Adopt the Code in Your Jurisdiction);
- 1 hour “Think Permit” class. President Buzalsky will contact Bill Cross.

OBOC ABM Sponsorship President Buzalsky reported that the OFMA had been financially present at OBOC’s conference but there had been no display or representation. He will contact OBOC regarding sponsorship of the ABM.

NFPA Western Regional Code Committee Appointment President Buzalsky reported that the OFMA had received two letters of intent from Nate Takara and from John Rinier. Selection was based on very specific criteria. NFPA has forwarded OFMA’s criteria to other states for use as a model selection process.

NFPA 72 Board members reviewed the July/August NFPA Journal article on “Unwanted Alarms”. President Buzalsky emphasized the need to stay current on the issue and to keep it as a

recurring agenda item. Mark Wilson added that it had been a topic at the national meeting in Boston.

New Business

Meeting Schedule Board members reviewed the proposed meeting schedule, noting that it is difficult to avoid conflicts with other meeting schedules. President Buzalsky is unavailable on August 23. If the Board is unable to reschedule, Deb or Mark will preside over the meeting. Board members discussed the use of Skype and teleconferencing.

Smoke Alarm Loaner Program The Board discussed the scheduling of the smoke alarm display. Director Silva would like to have it for Estacada Open House. Board members agreed that the display needs Plexiglass cut around the flames to prevent injury. Director Silver also plans to add LED lighting.

ICC Board of Directors Position President Buzalsky noted that various candidates are soliciting votes and asked Board members to consider if it was their preference to weigh in on the selection of ICC Directors as a whole or to vote individually. The vote will be held Tuesday, November 1. Terms are 1-3 one-year terms. Board members could review candidates and make recommendations or they could consider nominating a candidate from Oregon. Kraig explained that the biggest commitment is from their Department indicating they have the time to serve.

President Buzalsky will consider putting together a subcommittee to review and make recommendations and will revisit the discussion when there is a quorum of Board members present. He asked that information be sent to OFMA membership. This item will be placed under “Old Business” for the August meeting.

Reimbursement of Director Silva President Buzalsky recommended reimbursing Director Silva for food costs incurred for the 2010 Retreat even though receipts are not available. This item will be placed under “Old Business” for the August meeting.

Georgia Pacific Bucket Brigade Grant Board members discussed eligibility for grants in communities in close proximity to Georgia Pacific facilities. President Buzalsky suggested grants for two more smoke alarm displays, a fire sprinkler display, or carbon monoxide alarms. Director Lovisko offered to write the grant and will secure the tax I.D. number from Treasurer Stoller. The deadline is August 12.

Committee Reports

Identify Committee Chairs Postponed to August meeting

- *Education and Conference Committee*
 - Roundtable: (Previously discussed under Old Business)
 - Winter School: Mary Tucker reported that a meeting had been held two weeks prior and notes had been emailed to the Board. The main item of discussion had been how to broaden the audience. There were also questions regarding how registration will work with the many different classes. Board members discussed possible courses such as Fire Prevention for Older Adults, PEO 2 and 3, Top Ten Code Changes (both residential and mechanical), and possibly an Emergency Technologies class with Earl Dement. Staff was asked to send out a “Save the

Date” notification to membership indicating that Winter School is scheduled for February 13. The next meeting of the Education and Conference is scheduled for August 12 in Eugene.

- Bylaws, Policy and Resolutions: Past President Mark Wilson distributed proposed changes to the Bylaws since the Retreat and reviewed those changes with those present. He asked that the changes be reviewed for discussion at the August meeting. Adoption by the membership will be February 2012. (EXHIBITS ON FILE).
- Membership: Mary Tucker reported that the membership data base had been transferred to staff and asked for clarification regarding the Association’s dues cycle (July 1 – June 30). Dues will go out within the week.
- Scholarship: Director Lovisco reported that discussions regarding the Neil Hamilton scholarship, specifically awarding a scholarship for current members to attend the AMB, were ongoing and the issue will be placed on the August agenda. The State should be notified to update its scholarship list accordingly.
- Legislative: Staff is preparing a report on public safety issues following the 2011 Legislative Session. It was suggested that a legislative update be provided during Winter School.
- Audit: No report. Past President Wilson suggested that Treasurer Stoller contact Joe Pedrola and see if he is willing to serve as Chair.

Liaison Reports

- Oregon Fire Code Committee: The July 15 meeting was cancelled; no report.
- OFCA: The last meeting was held in conjunction with the OVFA Conference in June. President Buzalsky had approached OFCA about endorsing John Rinier as NFPA representative. Doug Branch had been contacted regarding OFMA becoming a subsection of OFCA.
- International Association of Arson Investigators (IAAI): The next meeting is scheduled for September.
- DPSST: No report.
- Oregon Life Safety Team: No report.
- Juvenile Firesetters Network: No report.
- Oregon Building Officials Association (OBOA): No report.
- Governor’s Fire Service Council: Meeting today; report at August meeting. One of the primary issues is finalization of the air quality report.
- Fire Sprinkler Coalition: Past President Wilson reported that the group is working with California’s Fact Sheet to make it applicable to Oregon. Education of the public is the top priority.
- NFPA Western Regional Code Committee: John Rinier will attend the next meeting and make a report at the August Board meeting.
- Oregon Fire Fatality Study: No meetings have been held.
- International Fire Marshals Association (IFMA): Past President Wilson reported on the June meeting in Boston where more than thirty states were represented. He reported that there was a good deal of interest in what is happening in Oregon.

- Recognition Advisory: No report.

Good of the Order

- Past President Wilson reported that he had presented Director Lovisco her name tag. He also noted the availability of the ruler calculator as a possible promotional item. Staff was asked to PDF the flyer and forward it to Director Stoller.
- Kraig Stevenson distributed the International Accreditation Service's flyer on the Fire Prevention and Life Safety Department Accreditation Program. Kraig added that the IAA would help OFMA defray costs and it could be worked into the Association's Strategic Plan.
- President Buzalsky reported that he had committed, via email, to the Metro Fire Officers Association to assist with instruction in November.

Next Meeting

The next meeting is scheduled for August 23rd at DPSST.

Adjourn

There was no additional business and the subcommittee adjourned at 1556.

Transcribed by

Genoa Ingram, OFMA Staff